

25 AUG 1975

MEMORANDUM FOR: Deputy Director for Administration
SUBJECT : Supplement to Letter of Instruction
REFERENCE : DDA 75-3454 dtd 25 July 1975

1. This memorandum is for your information and response to your referenced request for the particulars on a system within the Office of Security to provide for rapid and total reporting on improper activities.

2. I have attached a copy of an Office of Security Directive which has been distributed to all Office of Security personnel. Hopefully its message is clear and unequivocal. As a second step I am in the process of rewriting the Letters of Instructions for my principal deputy and my three functional deputies. Each of these rewrites will outline an expectation that they will monitor carefully the issue of concern, i.e., evidence of illegal, improper activities or those outside of the Agency's charter.

3. As a final ingredient in our system regarding this matter, I intend to meet quarterly with my deputy directors to review with them the adequacy and efficacy of those steps they have taken, and if modifications or more stringent steps are needed, you may be sure they will be taken and your office will be advised accordingly.



Robert W. Gambino
Director of Security

25X1A

Attachment

Distribution:

Orig. & 1 - Addressee
① - OS Registry
1 - D/S
25X1A 1 - DD/P&M Chrono
1 - C/PPG

 rjw (22 Aug 75)

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Approved For Release 2001/04/05 : CIA-RDP83B00823R000800130032-1
ROUTING AND RECORD SHEET

SUBJECT: (Optional) Proposed Office of Security Directive No. 75-
25X1A Identification of any Questionable Activities

FROM: [REDACTED]
Policy & Plans Group

EXTENSION

NO.

5311

DATE

15 August 1975

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.	C/PPG	18 Aug 75		WB	<p>The attached is proposed in accordance with the DD/A's charge to establish a means for reporting on questionable activities.</p> <p><u>1 TO 3 + 4:</u></p> <p>PREPARED PURSUANT TO "BASIC" & FOLLOWING GUIDELINES EXPRESSED BY D/SEC. RECOMMEND SIGNATURE OF D/SEC.</p> <p>25X1A [REDACTED] D/Dir. of Security (P&M)</p> <p><i>Pls retype from me.</i></p> <p><i>Retyped</i></p>
2.	DD/P&M	18 AUG 1975	20 AUG 1975	K	
3.	DD/Security	20 AUG 1975	20 AUG 1975	JF	
4.	D/Security	20 AUG 1975	20 Aug	K	
5.	C/PPG				
6.					
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